

# Comparisons of Job Characteristics

**Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)**

**Associated Occupation: Procurement Clerks (43-3061)**

[Compare Knowledge](#)

[Compare Skills](#)

[Compare Abilities](#)

[Compare Detailed Work Activities](#)

[Compare Tools and Technologies](#)

<<	Focus occupation element is much lower
<	Focus occupation element is lower
0	Focus occupation element is at a similar level
>	Focus occupation element is at a higher level
>>	Focus occupation element is at a much higher level

## Knowledge

Similarity of Focus Occupation to Associated Occupation: 86

**Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)**

**Associated Occupation: Procurement Clerks (43-3061)**

Associated Occupation's Key Knowledge Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation
Clerical	7.3	16.1	14.4	< Expanded education and/or training may be required
Customer and Personal Service	11.3	13.5	6.9	<< Extensive education and/or training may be required
Administration and Management	8.4	10.8	11.6	0 Current knowledge level may be sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Skills

Similarity of Focus Occupation to Associated Occupation: 90

**Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)**

**Associated Occupation: Procurement Clerks (43-3061)**

Associated Occupation's Key Skills Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating	Evaluation of Focus Occupation
Reading Comprehension	10.7	14.0	14.2	0 Current skill level may be sufficient
Critical Thinking	10.8	13.3	15.1	> Skill level is likely sufficient
Negotiation	6.8	10.0	13.9	>> Skill level is likely more than sufficient
Management of Financial Resources	3.3	5.8	13.2	>> Skill level is likely more than sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Abilities

Similarity of Focus Occupation to Associated Occupation: 97

**Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)**  
**Associated Occupation: Procurement Clerks (43-3061)**

Associated Occupation's Key Abilities Elements	Average Rating, All Occupations	Associated Occupation's Rating	Focus Occupation's Rating		Evaluation of Focus Occupation
Oral Comprehension	12.5	15.1	15.7	0	Current ability level may be sufficient
Oral Expression	12.4	14.1	16.6	>	Current ability level is likely sufficient
Written Comprehension	11.0	13.4	13.8	0	Current ability level may be sufficient
Near Vision	11.1	13.0	12.4	0	Current ability level may be sufficient
Deductive Reasoning	10.6	12.0	15.2	>>	Current ability level is likely more than sufficient
Information Ordering	9.9	11.8	10.2	<	Some improvement in abilities may be required
Written Expression	9.8	11.8	12.4	0	Current ability level may be sufficient
Mathematical Reasoning	6.3	8.1	8.3	0	Current ability level may be sufficient

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Activities that Both Occupations Have in Common

Similarity of Focus Occupation to Associated Occupation: 89

**Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)**  
**Associated Occupation: Procurement Clerks (43-3061)**

Work Activities	Exclusivity of Activity
Communicate technical information	4
Compute financial data	53
Fill out purchase requisitions	81
Identify supplier with best bid	95
Locate sources of supply for purchasing	89
Maintain records, reports, or files	5
Obtain information from individuals	24
Order or purchase supplies, materials, or equipment	35
Use computers to enter, access or retrieve data	3
Write business correspondence	58

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.

## Tools and Technologies that Both Occupations Have in Common

Similarity of Focus Occupation to Associated Occupation: n/a

<b>Focus Occupation: Purchasing Agents, Except Wholesale, Retail, and Farm Products (13-1023)</b> <b>Associated Occupation: Procurement Clerks (43-3061)</b>
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<b>Tools and Technologies</b>	<b>Exclusivity</b>
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Tools and technology data is unavailable for one or both occupations.
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Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O\*NET (Occupation Information Network) data.